**DAILY ASSESSMENT FORMAT**

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| **Date:** | **18/5/2020** | **Name:** | **Persis P** |
| **Course:** | **TCS-ION CAREER EDGE** | **USN:** | **4AL17EC069** |
| **Topic:** | **Communicate to impress**  **Deliver Presentations with impact**  **Develop Soft Skills for the workplace** | **Semester & Section:** | **6th sem & B sec** |
| **Github Repository:** |  |  |  |

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| **FORENOON SESSION DETAILS** |
| **Image of session** |
| **Report – Report can be typed or hand written for up to two pages.**  **Communication involves**  **1.intonation**  **2.action**  **3.body language**  **4.facial expression**  **5.non-verbal communication**  **Why should we communicate?**  **1.give information**  **2.persuade**  **3.express need**  **4. form social bonds**  **Types of barriers for communication**  **1.physical**  **2.psychological**  **3.cultural**  **4.language**  **5.gender**  **6.perceptual**  **Deliver presentations with impact**   * **Keep the number of slides minimum** * **Slang should be avoided** * **Adding too many images will cause confusion** * **Powerful quotations can be a trick for conveying the message faster. Remember to give credits for the author** * **Italics and bold are preferable for emphasis** * **Background must be simple**   **Preparation before the presentation**   * **Make notes** * **Gather all the materials** * **Reharse the presentation** * **Feedback**   **Develop soft skills for the workspace**  **Soft skills include:**   * **Communication skills** * **Time management** * **Negotiation skills** * **Critical thinking** * **Self confidence** * **Business etiquette** * **Goal setting** * **Team work**   **Express thoughts, work in a team, interview handling, ability to emphasize, self-awareness, learning and sharing, interpersonal skills, builds confidence, good work ethic.**  **“soft skills get little respect, but will make or break your career.”**  **-Peggy Klaus** |

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| **Date:** | **18/05/20** | **Name:** | **Persis P** | |
| **Course:** | **python** | **USN:** | **4AL17EC069** | |
| **Topic:** | **Introduction to python, software installation and basics like operational modes, loops and functional attributes.** | **Semester & Section:** | **6th sem & B-sec** | |
| **AFTERNOON SESSION DETAILS** | | | |
| **Image of session** | | | |
| **Report – Report can be typed or hand written for up to two pages.**  **Python**  **Import datetime**  **Datetime.datetime.now()**  **Print(datetime.datetime.now())**  **Output**  **Datetime.datetime(2020, 5, 16, 14, 45, 41, 97725)**  **Variables:**  **Import datetime**  **Mynow=datetime.datetime(now)**  **Mynumber=10**  **Mytext=”hello”**  **Print(mynumber, mytext)**  **Output: 10, hello**  **Integers, strings and floats**  **X=10**  **Y=”10”**  **Z=10.1**  **Sum1=x+x**  **Sum2=y+y**  **Print(sum1,sum2)**  **Print(type(x),type(y), type(z))**  **Output: 20 1010**  **String formatting with multiple variables**  **Name=input(“enter your name”)**  **Surname=input(“enter your surname”)**  **Message=”hello %s %S” %(name,surname)**  **#message={“hello {user\_input}”}**  **Print(message)**  **loops**  ***for loop***  **example:**  **temp=[9.1, 8.8, 7.6]**  **for i in temp:**  **print(round(temp))**  **for letter in “hello”:**  **print(letter)**  **output:**  **9**  **8**  **7**  **H**  **E**  **L**  **L**  **O**  **While loop**  **A=3**  **While a>0:**  **Print(1)**  **Print(2)**  **Output:**  **1**  **2**  **1**  **2**  **1**  **2**  **1**  **2**  **.**  **.**  **.** | | | |